

EXHIBIT 1-G

Project Start-Up Checklist

A. PROJECT START- UP REQUIREMENTS CHECKLIST	
Project Start-Up Requirements: to be met before CDBG'S approval of first drawdown.	
Date:	
	a. Date the grant award (status: funded) was announced
	b. Authorization to incur administrative costs (environmentally-exempt costs)
	c. Grant contract executed
	d. Official signature form completed
	e. Official depository form completed
	f. Project Management Plan approved by CDBG
	g. Project Implementation Schedule approved by CDBG
	h. Notice of Release of Funds issued by CDBG
	i. All non-CDBG resources to be involved in the project firmly committed -- Nine months from the date in item a above.
	j. Interlocal (Sub-recipient) Agreement – reviewed and approved by CDBG – and signed by all local parties.
	k. All Civil Rights resolutions adopted
	l. ADA inventory/survey completed and transition plan created
	m. Documentation of free/open procurement for professional services
	n. Budgetary Authority Resolution (Exhibit 4-A) adopted
	o. All other contract terms and conditions fulfilled
NOTES:	